

**REPUBLICOF THE PHILIPPINES**

**PHILIPPINE STATISTICS AUTHORITY**

**REQUEST FOR QUOTATION**

The Philippine Statistics Authority (PSA) through its Bids and Awards Committee (BAC) will undertake alternative mode of procurement, (**shopping, small value, etc.**)for **Training on Infographics Design**

|  |  |
| --- | --- |
| **Name of Project** | **Venue Training on Infographics Design** |
| **Solicitation** | **SSSS-18-01-006** |
| **Location** | Quezon City |
| **Brief Description** | Procurement ofGoods. |
| **Quantity** | See attached bid form. |
| **Approved Budget for the Contract (ABC)** | **₱100,000.00** |
| **Contract Duration** |  |

Please quote your lowest price on the item/s listed below and submit personally your SEALED QUOTATION not later than 5:00 pm on February 7, 2018 at the General Services Division, 11th Floor, Cyberpod One Eton Centris, Diliman, Quezon City.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BAC Chairperson

**Terms and Conditions:**

1. Only the suppliers registered at the Philippine Government Electronic Procurement System (PhilGEPS) shall be allowed to submit the quotation.
2. All entries must be typewritten/printed legibly in the Bid Form. Failure to use this form will

result to disqualification of your bid.

1. Late submission of quotation shall not be accepted.
2. Bids exceeding the ABC shall be disqualified.
3. The Lowest bidder shall be informed immediately and shall be asked to submit

additional requirements within three days after the opening of bids or during post

qualification.

1. Award of contract shall be made to the lowest quotation, and complies with

the specifications and other terms and conditions as stated in the RFQ.

1. Terms of Payment shall be made through check payable to the supplier.
2. The PSA reserves the right to reject any or all bid proposals, or declares the bidding a failure, or not to award the contract, and makes no assurance that a contract shall be

entered into as a result of this invitation.

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**BID FORM**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Item/s and specification/s**  **(minimum)** | **Unit** | **Qty.** | **Unit Price** | **Total Amount**  **(VAT inclusive)** | **Compliance with Technical Specifications (please check)** | |
| **YES** | **NO** |
| **Venue Training on Infographics Design**  February 12 to 13, 2018  Venue, Meals and Training materials  for 2 days  x – x – x – x – x – x – x – x – x – x – x – x – x  For LSRSD use | pax | 20 |  |  | **( )**  **( )** | **( )**  **( )** |

Other Requirements:

After having carefully read and accepted your Terms and Conditions. I/We quote you on the item at prices noted above.

Printed Name of authorized representative/Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. Tel No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cellphone No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_